

## **TUESDAY, JANUARY 22, 2019**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in Regular Session at 6:00PM in the Annex meeting room, Knox, Indiana, with Charlie Chesak, Kathy Norem, and Bryan Cavender present and the following proceedings were held to wit:

The meeting of the Board of Commissioners was called to order by Commissioner President Charlie Chesak at 6:47PM due to the lateness of the Starke County Council meeting.

### **2019 MEETING OF THE FINANCE BOARD**

Treasurer Kasey Clark was present for the meeting. She presented the Board with a yearly financial report showing investments made during 2018. She advised the County currently has one investment, Save the Hospital Fund, at 1<sup>st</sup> Source Bank, in the amount of \$5,253,096.03, which is earning 1.52% interest. Treasurer Clark advised during 2018 the County had earned interest on their regular checking account at 1<sup>st</sup> Source Bank, a total of \$187,439.83 ending the year with an interest rate of 2.27%. In 2017 the County had earned a total of \$93,546.26 in interest.

### **SHERIFF AND IT DEPARTMENT CAD SYSTEM**

Sheriff Bill Dulin stated him and IT Director Richard Franks have been working on the CAD system. IT Director Franks stated they have discussed ideas of helping the other agencies come up with an upfront cost for the other municipalities; North Judson, Hamlet, and Knox. They have decided it would be in the best interests of those municipalities that they cover the upfront costs out of the grant money they have received for the CAD system. Any future costs would be paid by the municipalities. Sheriff Dulin stated that Knox and Hamlet have attentively stated they would be able to put the cost for the CAD system into their budget for 2020, they will have to speak with their own fiscal bodies for approval. They have not heard back at this time from North Judson about including the cost for the CAD system for the 2020 costs. Commissioner Norem inquired about having sufficient funds in the grant funds to pay for the initial costs of this system for the other municipalities. IT Director Franks assured that there was enough grant money to pay for the other municipalities initial set up costs. Attorney Lucas inquired about having a notice issued to these municipalities to accept and agree to certain payment terms of the CAD system, which will be prepared with the correct wording and estimated dollar figures for each municipality. The notice/letter to the municipalities will be signed by Commissioner Chesak and Sheriff Dulin. Commissioner Norem made a two part motion. The first part of the motion is to send a letter to each municipality inviting them to participate in the CAD system and pick up the costs of the system at the second year with a return reply within 30 days. Commissioner Cavender seconded the motion and it passed with all ayes. Commissioner Norem then presented the second part of the motion which is that IT Director Franks investigate the grant funds to assure we have sufficient funds to pay for these municipalities for the first year. Commissioner Cavender seconded the motion and it passed with all ayes.

### **SHERIFF ORDINANCE REQUEST**

Sheriff Dulin notified the Board of Commissioners that during the next Commissioner's meeting he will be presenting the first set of ordinances that he would like updated and addressed. He currently has three ordinances prepared with more to come. Some of the ordinances he would like to address or amend include noise ordinance, animal at large ordinance (including dogs or vicious dogs), alarm ordinance, and an amendment to the golf cart ordinance concerning open containers. Sheriff Dulin stated for the alarm ordinance his officers are responding to about 300 false alarms per year which is hindering the officer's daily activities.

### **CLERK MANUAL PERSONAL REQUEST**

Clerk Bernadette Manual requested from the Board of Commissioners that she would like to make an additional position within her office. She would like to make an office manager/supervisor position. This position would be in charge on the days in which the Clerk of Courts and the First Deputy are away at meetings or trainings as their needs to be someone who will be held accountable for everyone else in the office. The office manager will also help oversee the monies that go through the Clerk's Office. The individual who will step up in this position does these duties already. This individual will also help

Clerk Manual in making internal controls and job descriptions for each employees. With this position there will be a slight pay increase which will all be absorbed in current funds, there will be no additional funding requests to the council on this matter. Commissioner Norem inquired about the pay increase. Clerk Manual stated it would be \$993.00 per year. Commissioner Norem verified with Clerk Manual that this is not a request for a new position that this is an existing employee whose job responsibilities will be increased. Commissioner Cavender made a motion to approve this personal request as presented by Clerk Manual. Commissioner Norem seconded the motion and it passed with all ayes. Commissioner Norem did advised that this has to be presented to the County Council to have the title and salary increase.

#### **AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIMS DOCKET, PAYROLL DOCKET**

Commissioner Cavender made a motion to approve the minutes of the January 7<sup>th</sup> meeting.

Commissioner Norem seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the Payroll Claims Docket for the pay period ending on 01/12/19 with a pay date of 01/18/19, in the total gross amount of \$258,622.71. Commissioner Cavender seconded the motion and it passed with all ayes.

Commissioner Cavender made a motion to approve the Claims Docket in the total gross amount of \$487,411.23. Commissioner Norem seconded the motion and it passed with all ayes.

#### **IN OTHER BUSINESS TO COME BEFORE THE BOARD**

Commissioner Chesak now brings before the board the BZA appointment. Commissioner Norem advised she had forwarded an email to both Commissioner Chesak and Commissioner Cavender regarding Denise Cultice's interest in the BZA appointment as a layperson. After some discussion it was determined that the Commissioners do have an additional appointment according to I.C. 36-7-4-902, as a layperson, this year to the BZA Board. Commissioner Norem advised that Don Binkley and Denise Cultice are the two individuals in which they have to choose from for these particular appointments. Commissioner Cavender inquired to Mr. Binkley if he would be interested in the position in which he stated he would. Commissioner Norem made the motion to appoint Don Binkley to the BZA to fulfill the requirement. Commissioner Cavender seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the letter of jurisdictional support to the Prairie Trails Club to seek funding for the Next Level Trails initiative. Commissioner Cavender seconded the motion and it passed with all ayes. Commissioner Norem made a motion to approve the issuance of annex keys to Rebekah Wagner for Annex Building keys. Commissioner Cavender seconded the motion and it passed with all ayes.

Commissioner Cavender stated that Larry Jernas said he would still like to be on the hospital community board. Commissioner Norem advised that Mr. Jernas had not been attending the meetings, which is why his appointment was in question as far as whether or not he would still like to sever on that board. Commissioner Norem made a motion to reappoint Larry Jernas to the Hospital Community Board to a four-year term and that Commissioner Cavender remind Mr. Jernas that he is supposed to attend the hospital community board meetings. Commissioner Cavender seconded the motion and it passed with all ayes.

Commissioner Cavender mentioned that the Starke County Planning Commission is now working with Knox City Planning Commission about the Knox two mile jurisdiction. They feel they may need to hire an attorney that knows the laws of the two mile jurisdiction, the Starke County Planning Commission and the Knox City Planning Commission will split the cost of the attorney. Commissioner Norem asked Commissioner Cavender if this plan is just to explore the two mile jurisdiction. Commissioner Cavender agreed that both planning commissions would like to explore the two mile jurisdiction, they would like to begin with a meeting between the Starke County Planning Commission and the Knox City Planning Commission. They would like to start somewhere as there are many places within the two mile jurisdiction that need to be cleaned up and neither entity understands, at this time, who the two mile jurisdiction falls under. Commissioner Norem agreed that the two mile jurisdiction is an issue and a problem that should be addressed, but the one thing that is concerning is the need to hire a lawyer that knows the laws. She stated if there is concern about council knowing the rules and the laws the board should address that as well. She stated it may not be a bad idea to have a lawyer to shepherd through the process. Commissioner Cavender stated they will have the meeting first between the two entities before moving forward.

**PUBLIC COMMENT**

Tim Miller presented information regarding the solid waste building. He stated the solid waste building now has gas and electricity. He spoke to Kenny Wagner the next day after the meeting about the installation of the heat. The next day after this NIPSCO showed up at the building. He stated that NIPSCO did not want to install the gas line to the building as it requires a good amount of distance for that pipe to be run. He stated sticking with propane would be the best option for this building. He stated in the long run the LP gas may be cheaper for this particular county building. Mr. Miller also stated there will be extra costs on the final invoice as there were some add-ons that they had run into during this process. He also stated he built in an area for additional storage for the building located above the office, bathroom, and utility room area at no extra charge. Mr. Miller also stated Carrie had asked him about flooring, he advised her that there was no plans in the project as far as flooring. Commissioner Norem advised Mr. Miller that she and Councilman Baker will be going out to the building on January 23, 2019 at 10:00 AM and they will discuss flooring options at that time. Mr. Miller stated he installed a garage door opener and also made the office space a little bigger 16 X 16 and the bathroom and utility room ended up being 8 X 8. He also stated instead of a 20 gallon water heater he went with a 6 gallon water heater as he felt this would be sufficient to meet the needs of this building. The 40,000 BTU and upgraded to a 60,000 BTU just in case any future additions were added to the building. Mr. Miller stated the building will be completed by Friday, January 25, 2019. Mr. Miller also inquired about being paid for the transformer, Auditor Oesterreich stated that this claims was submitted and will be paid out on January 23, 2019. Councilman Baker commended Tim Miller on the job that was done on the Solid Waste Building, Commissioner Norem agreed.

There being no further public comments and no further business, Commissioner Norem made a motion to adjourn the meeting. Commissioner Cavender seconded the motion and it passed with all ayes. The meeting was adjourned at 7:42PM.

**JANUARY 22, 2019**

---

**Charlie Chesak, President**

---

**Kathryn Norem, Vice-President**

---

**Bryan Cavender**

---

**Rachel Oesterreich, County Auditor  
& Secretary to the Board of County Commissioners**